

# WILBURTON PARISH COUNCIL

## **Minutes of the meeting of the Grounds, Litter and Minor Works Committee on 20 March 2017 at the Baptist Church at 8:15pm**

**Present:** Cllr H Upton, Cllr R Howard, Cllr D Reynolds, Cllr P Stubbs, Cllr A Dodson

**Also Present:** Mr R Zvauya (The Clerk)

### **MWC16-083: Apologies, Acceptance of apologies and declarations of interests**

Apologies were received from Cllr P Massey and Cllr G Parrish. Cllr A Dodson and Cllr R Howard arrived late (notified before the meeting)

### **MWC16-084: To approve the minutes from the meeting on 6 February 2017**

It was resolved that the minutes be confirmed as a correct record and signed by the Chair of the Committee.

### **MWC16-085: Matters arising not covered elsewhere on the Agenda**

Actions from previous meeting were reviewed and outstanding actions were carried forward

### **MWC16-086: Public Participation**

None

### **MWC16-087: Business Matters**

#### **1. Emergency works approved by the Clerk**

Cllr Reynolds proposed to ratify expenses approved by the Clerk as below, seconded by Cllr Stubbs, all agreed;

6 x 200mm M10 coach bolts to secure the Pavilion window boards - £7.48

#### **2. Discuss tree survey quotations**

- The tree survey quotations were reviewed and it was resolved that Peter Haine will be selected as the preferred contractor to do the tree survey for the village for £300 plus VAT. The other two quotations were for £450+VAT and £1,150.
- Following the Cricket Clubs intention to cut some branches off an Oak tree in the Recreation field, Cllr Dodson liaised with the Pell Estate who advised that the tree can't be taken down by someone without insurance. Cllr Dodson proposed to talk to the Pell Estate and find out if they agree to have the tree work done provided the Cricket Club use the Council's approved Tree Surgeon, all agreed.

#### **3. Discuss provision of dog bins/dog bins situation in the village and approve spend for two dog bins for Broadway (0884) and Station Road (0888)**

- The Committee discussed whether we should buy more dog bins for the village. It was resolved that the Council should defer buying new bins except replacements. Breach Lane will be monitored to see if the new bin improves the dog fouling situation. A link with the contact details for an enforcement officer at East Cambs has been put on the website and Facebook for people to report if they see any dog fouling offenders.
- Cllr Howard proposed that we should buy the two new bins needed for Broadway and Station Road, all agreed. These bins are replacements
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#### **4. Allotment water pump update**

Update to be provided at the next Minor Works meeting

#### **5. Discuss allotments and allotments agreement**

It was resolved that the Clerk should look at other Council's allotment agreements and compare with ours especially on the issues of maintenance and deposit.

**6. Refurbishment of pavilion update**

All materials have been bought to paint inside the pavilion, Cllr Howard will keep contacting the Payback team to organise the painting.

It was also resolved that Cllr Stubbs will analyse figures of the recreation field costs and make a recommendation to increase fees for cricket matches at the full council.

**7. Telephone box library update**

Cllr Upton has submitted paperwork for adoption but there is a huge demand so this is still in process.

**8. Discuss the possibility of using the adopted phone box on the High Street as a location for a Defibrillator which includes changing the telephone signs to DEFIBRILATOR in emergency colours**

It was resolved that we can use the adopted phone box on the High Street as a location for a Defibrillator and also for Cllr David to investigate for grants to achieve this. When the adoption application has been approved by BT, Cllr Harvey will ask BT to keep the power.

**9. Discuss quotes for digger/hardcore for the gateways at the sandpits and allotments.**

Cllr Dodson proposed to accept the digger hire quote for £350, seconded by Cllr Stubbs and all agreed. The quote details are; "to dig out to a depth of 150mm-200mm from the road to the new gates, re-locating soil to main area, spread and level road planings supplied by WPC"

**10. Discuss the church using the sand pits for a service on 28th May**

This was approved at EGM on 1<sup>st</sup> March 2017.

**11. Updates**

- **Conversion of streetlights to LED-** The work has been carried out and completed on 15<sup>th</sup> February 2017
- **Village Hall sign-**This is still in process and the signs will be finished in a few weeks.
- **Sandpits ; sign for the gate**  
It was resolved that the sandpits can be used for a birthday party in April by Charlie but he needs to be informed on the following
  - i) There are no toilets.
  - ii) The booking is not an exclusive use booking.
  - iii) Fires can only be made within the set area.
  - iv) There is no water supply
  - v) Respect the neighbours and not to encroach the Pell Estate's land which has a blue rope around it

The Clerk should find out if the fires can be covered under our insurance and also if the sandpit area is covered under our insurance. Cllr Harvey will start a list of frequently asked questions on the sandpits.

It was resolved that Cllr Howard can look for quotations for spraying and grass cutting in the Sandpits area for up to £200

- **Berristead Close to Broadway overgrown hedges-** the overhanging hedges have now been cut

**MWC16-088: Correspondence not covered in Business Matters/Councillors questions**

None

**MWC16-089: Date of next meeting: TBC**

Meeting closed at 11:02pm

Signed:

Date: